Desired Outcome(s)	Key Action(s)	Mid-year Accomplishments	Challenges
Goal 1: End racial disparities within the City as an organization			
Workforce equity • The City's workforce diversity reflects the diversity of Seattle's working age population • Opportunities for upward mobility for workers in low wage occupations are increased	Implement strategies to address workforce equity, including increasing representation in occupational groups where some racial groups are under-represented. Implement upward mobility strategies for employees in low wage occupations, with a focus on admin and/or laborers. Use new out-of-class rules and best practices as a part of the department's out-of-class assignments. Change Teams and/or management will evaluate their department's use of the new rules and best practices.	• Identified occupations • Started cross training program in March 2010 between ITSA's and ITP-C's. • Notified employees and supervisors about the new OOC rules	• Five positions have been abrogated, including one Admin Spec position. • No OOC opportunities over 90 days have been posted.
Contracting equity • City increases MBE contracting.	Ensure equitable access by WMBE firms to compete for purchasing and consulting contracts. Improve internal processes to help City employees make better contracting and purchasing decisions with respect to the City's contracting equity goals.	• Continued outreach efforts to exceed annual utilization goals established by DEA. It is expected DEA will establish the measurable goals in 1Q2010. • Worked to increase the number of WMBE vendors with whom DoIT contracts. Target having at least 60 different WMBE vendors by year-end.	• Utilization Aspirational Goals will be established the end of 2Q2010 (June 30, 2010). • YTD 5/31/10 DoIT Utilization was 16.75% For comparison, 2009 Utilization was 20.90% The challenge is: In 2009 DoIT found WMBE vendors to support its many large initiatives (primarily equipment for the Data Center). It is anticipated that there will be fewer initiatives in 2010 and most purchases will be made through mandatory-use vendor

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			contracts held by non-WMBE vendors.
			• YTD 5/31/10, number of vendors contracted was 35 (60 is the year-end target).
City employee knowledge and tools • City employees have the understanding, skills and tools needed to eliminate institutionalized racism and work towards racial equity. • Initiative has consistent citywide visibility and employees have a greater understanding of the scope and depth of the Initiative.	Change Teams implement baseline standards for success, including development and implementation of a Change Team charter, and lead and/or provide support for key RSJI activities.	• Revised and implemented Change Team charter. Standardized a 2-year rotation for Change Team members to allow more employees to participate. Ongoing Change Team operations: • Created RSJ Change Team member packets for new and continuing Change Team members.	
	Provide appropriate training to all employees to ensure attainment of RSJI core competencies.	• Held bi-weekly Change Team meetings • Participated in monthly Citywide Change Team leads meeting. • Provided RSJ updates for the DoIT employee newsletter. • Met quarterly with DoIT Executive Management. • Presented RSJI updates to DoIT Management Team.	
	Provide training to departmental directors, managers and supervisors who have not yet completed the management training series, and provide ongoing skill development opportunities for other directors, managers, supervisors and Change Teams.	• Conducted annual nomination process and brought five new Change Team members onto the team. • Planned and implemented DoIT RSJ Change Team training/retreat. Brought together old and new DoIT RSJ Change Team members for a full-day Basic Anti-Racism Training session (goals: education and team building).	
	Establish annual accountability agreements between director and senior management and between senior management and next level down inclusive of at least one RSJI priority.		

Desired Outcome(s)	Key Action(s)	Mid-year Accomplishments	Challenges
		- Planning the Byte of DoIT (DoIT's biennial food and culture celebration scheduled for July 21). - Hosted an Open House/ RSJI Recruitment Breakfast. The DoIT Executive Team cooked while experienced Change Team members mingled with future/potential Change Team members. - Participated in Citywide RSJI Summit. DoIT employees presented results from the 2009 Technology Access and Adoption Research. Four employees attended sessions. Seattle Channel provided video coverage of the keynote address. DoIT also provided financial support ($1,000). - Planned, supported, filmed, co-sponsored various Citywide RSJ events including: - APA Heritage Month (art, film, panel) - FACES conference "Reflections on the African Diaspora" and several other special Diverse City programs and events - Blacks In Government conference - Sponsored 6 employees that attended the Blacks in Government (BIG) conference - Ensured that all new employees and new supervisors received RSJ training. - HR and the RSJ Change Team began work to develop the next phase of RSJ training.	

Desired Outcome(s)	Key Action(s)	Mid-year Accomplishments	Challenges
		• Started a Performance Evaluation Committee which will build RSJ accountability into the performance evaluation process.	

Goal 2: Strengthen the way the City provides services and engages with the community

Desired Outcome(s)	Key Action(s)	Mid-year Accomplishments	Challenges
Outreach and public engagement • Public engagement activities are more intentionally inclusive and culturally appropriate. Communities' cultural assets and knowledge are better utilized, and participation by people of color increases. • All boards and commissions reflect the diversity of Seattle's communities.	Outreach and public engagement lead: • Coordinates internal departmental team and implements outreach and public engagement training within the department; • Participates in Outreach and Public Engagement Work Group; and • Shares departmental outreach and public engagement best practices with the Work Group. Build competency in the use of the OPE Toolkit as a resource in public engagement activities to ensure coordinated and effective approaches to City engagement activities. Track, recruit and facilitate the appointment of racially diverse board members, commissioners and advisory group members.	• Worked with the citywide Inclusive Outreach and Public Engagement (IOPE) team to create a web portal • Applied the IOPE Toolkit to outreach for the Technology Matching Fund grant promotion. • Worked with the IOPE team to present citywide training May 27 and June 4. • Launched Seattle Communities Online – a directory of neighborhood blogs, wikis, etc. See http://www.seattle.gov/seattlecommunitiesonline/ • Supported central Language Portal on Seattle.gov for the City's translated documents. (Continuing) • Supported the Translation & Interpretation InWeb site to better inform City staff of T & I policies and procedures. (Continuing)	• Challenge on portal: RSJI staff time to allocate to completion
RSJI best practices criteria • Staff increases familiarity with a racial equity framework through practice and application	Identify key programs or policies and evaluate using the Racial Equity Toolkit. Results and recommendations from the Analysis will be used in conjunction with RSJI best practices to develop	Began working with Divisions Directors to identify programs and policies that will be evaluated during 3Q and 4Q.	

Desired Outcome(s)	Key Action(s)	Mid-year Accomplishments	Challenges
of tools. • A systematic racial equity review of City programs, policies, practices and procedures is established.	improvements.		
Immigrant and Refugee (I&R) Action Plan: • Improve customer service with I&R • I&R will experience improved knowledge of and access to City services and funding • Support community-based organizations serving I&R to assure effective service delivery	Implement the Immigrant and Refugee Action Plan • Improve access to services and information (includes implementation of the translation and interpretation policy) • Protect civil rights • Promote civic engagement • Encourage work force and economic development • Strengthen service delivery	• Translated the computer security brochure into 8 languages: Amharic, Chinese, Korean, Russian, Somali, Spanish, Tagalog, and Vietnamese. Distributed the brochures to community service providers throughout Seattle. Completed a 2nd printing of the English version and distributed these as well. • Supported digital inclusion for underserved immigrant and refugee communities through the technology matching fund (TMF) and cable broadband program. Twenty-four project grants totaling $300,000 are moving forward for Council approval in July. • Continued to support the Municipal Court's interactive voice response system in Spanish	

Goal 3: Eliminate race-based disparities in our communities

Community race-based disparities	Designate staff to participate in relevant interdepartmental teams convened to address racial disparities	• Presented results of Technology Access and Adoption Research to Personnel, Seattle	

Desired Outcome(s)	Key Action(s)	Mid-year Accomplishments	Challenges
• Institutional barriers to racial equity within the City are identified and analyzed. • City, community and public and private institutions work together to address race-based disparities that impact our communities.	Analyze departmental barriers and opportunities for the given racial disparity. Work with SOCR and the Race and Social Justice Roundtable to develop action plans to affect community conditions and measures to track improvements. Implement and track action plan items within the department.	Public Utilities, Seattle Office of Civil Rights, City Light, and at the RSJI Summit to help foster digital equity and enhanced delivery of e-services to residents. • Worked with state Communities Connect Network to foster policy and programs which support digital equity. • Submitted a federal broadband stimulus funding application to increase funds and capacity at public access computing centers reaching vulnerable populations, incl. people of color and immigrants and refugees. • Created and then led presentations on the RSJI Information Technology Project Management Checklist. Used checklist for DOIT Public engagement portal planning. Presented tool at RSJI summit, SOCR, SPU, City Light and WA State Bar Association Access to Justice Technology Committee.	• Requires ongoing follow-up to ensure tool is applied. Has not yet been fully deployed to DoIT divisions.